

**TOWN OF SEVEN DEVILS
TOWN COUNCIL MINUTES – REGULAR MEETING MINUTES**

January 10, 2017

The Seven Devils Town Council met in regular session on Tuesday, January 10, 2017, at Town Hall. Present were Mayor Larry Fontaine, Mayor Pro Tem Brad Lambert, Council Members Kay Ehlinger, and David Hooper. Member David Ehmig was absent. Also present were Town Attorney Rob Angle and Town Manager Debbie Powers. The minutes were recorded by Hillary Gropp, Interim Town Clerk.

CALL TO ORDER

Mayor Fontaine called the meeting to order at 5:30PM.

PLEDGE OF ALLEGIANCE

Council members and citizens recited the Pledge of Allegiance

ADOPT AGENDA

Member Ehlinger made a motion to adopt the agenda. Mayor Pro Tem Lambert seconded the motion. The members agreed unanimously.

CONSENT AGENDA

ADOPT MINUTES OF REGULAR RESCHEDULED COUNCIL MEETING—Dec 13, 2016.

Mayor Pro Tem Lambert made a motion to adopt the Consent Agenda. Member Hooper seconded the motion. The members agreed unanimously.

CITIZEN COMMENTS

Kay Lambert, **430 Wildcat Rocks Rd.**, stated that the Winter Banners in and around Town Hall were beautiful. She also thanked Public Works for their hard work with chat and keeping the roads clear during the previous weekend while experiencing severe winter weather. She also wishes a healthy, happy New Year to everyone.

ADMINISTRATIVE UPDATE

Manager Powers introduced Hillary Gropp as the Interim Town Clerk and provided a brief description of her work experience and background. A sincere “thank you” was given to Anne Fontaine for her assistance with setting up the Power Point presentation for tonight’s Town Council meeting.

Also well wishes are sent to David Ehmig during his recovery from recent surgery. It is expected he will miss the Town Council meeting in February 2017 due to recovery.

Manager Powers presented the administrative update.

She stated the new dump truck – 2017 Ram 5500 had been delivered a few days prior. A photograph was provided for Town Council and audience. There is a possible buyer for the old truck at approximately \$13,000.

Manager Powers discussed the results of the Water Loss Report to DEQ (Department of Environmental Quality). Kevin, Bubba along with the Rural Water Association completed

this report and this report runs in arrears. This year's report reflects only a 10% water loss as compared to the previous year of 20% loss. The Town Council discussed the great outcome of this report. Congratulations are in order for the Public Works department.

The Skyland Drive waterline project has been approved by the NCDOT and staging began on Thursday, January 5th by Iron Mountain.

Town Hall will be closed on Monday, January 16, 2017 for Martin Luther King, Jr. holiday.

OLD BUSINESS- NONE

NEW BUSINESS

Manager Powers presented Proposed Change to the Employee Handbook as follows:

SEVEN DEVILS EMPLOYEE HANDBOOK – February 12, 2013

Suggested Revision to:

- Article 4. Employee Benefits /Section 6. Group Health and Hospitalization Insurance

Current Policy reads: The Town provides group health and hospitalization insurance programs for full-time employees. Employees may elect to insure family members under this plan at their expense, subject to the stipulations of the contract.

Proposed Addition: Any full-time employee who has reached the age of 65, and is eligible for Medicare benefits, will receive reimbursement for the Medicare premium (reimbursement is subject to payroll taxes).

Reason: Previous Town Manager had a verbal "handshake" deal with our first Medicare-eligible employee. This is to document & correct.

- Article 10. Other Policies/Section 3. Dress Code Policy

Current Policy: None

Proposed Addition: Our Dress Code Policy outlines the Town's expectations regarding employee's appearance; namely, cleanliness, grooming, and clothing.

1. All employees must be clean and well-groomed.
2. All clothes/uniforms appropriate for each department must be clean and in good repair; no rips, tears, or holes.
3. Appropriate foot wear is required (no flip-flops).
4. Unless uniforms are a department requirement, the acceptable standard is "Business Casual". "Dress Down Fridays" will be determined by the Town Manager. No revealing or inappropriate apparel are allowed.
5. Tattoos should be covered at all times, to ensure a consistent, professional appearance while working. Disciplinary action will be taken for ignoring this policy.

Reason: Employees shall be perceived as professional and business-like through their appearance. No current policy in place, verbal or written.

Member Ehlinger made a motion to adopt the Proposed Change. Mayor Pro Tem Lambert seconded the motion. The members agreed unanimously. **~CLOSED~**

Manager Powers will supply a total of Past Due Property Taxes at the February 2017 meeting.

The CPA Audit Contract FY 2017 was presented and accepted. Mayor Fontaine will sign the contract. Mayor Fontaine made a motion to adopt the CPA Audit Contract FY 2017. Member Hooper seconded the motion. The members agreed unanimously. **~CLOSED~**

Manager Powers presented the Budget Amendment #2 FY 2017.

Mayor Fontaine made a motion to adopt the Budget Amendment #2 FY 2017 adjusting the legal line items. Mayor Pro Tem Lambert seconded the motion. The members agreed unanimously. **~CLOSED~**

COMMITTEE REPORTS

Planning Board—No Meeting

Public Works—No Meeting

Public Safety Committee—No Meeting

Recreation Commission - No Meeting

TDA - No Meeting

ABC Board

Public Safety Department

Police Report

Fire Report

Financial Report

COUNCIL COMMENTS

Mayor Fontaine talked of the New Year ahead with fun & exciting events planned, and hopes of working with the Blue Ridge Conservancy park efforts.

ADJOURN

Mayor Fontaine made a motion to adjourn. Mayor Pro Tem Lambert seconded the motion. The members agreed unanimously. The meeting adjourned at 6:00 PM.

Larry Fontaine, Mayor

Hillary Gropp
Interim Town Clerk